

**Department of Health
Health Professions Quality Assurance
BOARD OF MASSAGE
MEETING MINUTES**

December 21, 2003

9:00 A.M.

Department of Health, 310 Israel Rd. S.E., Tumwater, WA 98501

BOARD

MEMBERS: MORGAN CALEY, LMP
ROSEMARY FOSTER, LMP
TED HULBERT, LMP, CHAIR
KARIN OLSEN, LMP
ANNI LANGSAM, PUBLIC MEMBER (not in attendance)

STAFF

PRESENT: Gail Zimmerman, Executive Director
Rob Darling, Program Manager

OPEN SESSION

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Ted Hulbert, LMP, Chair.

1.1 Approval of Agenda

The agenda was approved as presented.

1.2 Approval of September 7, 2003 Meeting Minutes

The Minutes of September 7, 2003 were approved as presented.

CLOSED SESSION

2. EXECUTIVE SESSION

The term "executive session" is commonly understood to mean that part of a regular or special meeting of the governing body that is closed to the public. A governing body may hold an executive session only for specified purposes, which are identified in RCW 42.30.220(1)(a)-(k), and only during a regular or special meeting.

OPEN SESSION

3. 2003 – 2005 GOALS AND OBJECTIVES

The Board reviewed and discussed the 2003 – 2005 Goals and Objectives. After minor changes, the Goals and Objectives were unanimously approved.

4. 2004 MEETING DATES

The Board set the tentative meeting dates and locations for 2004 as follows:

February 22, 2004	Conference Call
April 24 and 25, 2004	Wenatchee West Coast Hotel, Wenatchee, WA
August 1, 2004	Lakeway Inn, Bellingham, WA
November 14, 2004	Department of Health, Tumwater, WA

5. ELECTION OF OFFICERS

Ted Hulbert, LMP was nominated for the position of Chair and was unanimously approved.

Rosemary Foster, LMP was nominated for the position of Vice-Chair and was unanimously approved.

6. PROGRAM MANAGEMENT REPORT

6.1 2003 – 2005 Biennium Budget

Ms. Zimmerman reviewed the actual versus proposed budget for the 2003 – 2005 biennium with the Board.

6.2 2004 Legislation

Ms. Zimmerman explained to the Board the 2004 Department of Health proposed legislation along with an update on the 2004 legislative session.

6.3 Examination Update

The Board was provided with an update on the status of the discontinuance of the Washington State Written Examination. It was noted that effective January 1, 2004, there would no longer be a state examination and that the national written examination would be required to licensure.

6.4 Department of Licensing – Cosmetology Law Changes

The Board was presented with a handout and updated regarding the recent changes to the Washington State Cosmetology Law. It was noted that DOH and DOL will be jointly participating in meetings to come to an agreement regarding Estheticians and Massage Therapists.

6.5 Health Professions Quality Assurance Information

The Board was provided a handout detailing statistical information on Health Professions Quality Assurance.

6.6 Other

There was no other business reported or discussed.

CLOSED SESSION

7. JURISDICTION AND SCHOOL PROGRAM REVIEW

Reviewing Board members will be presenting jurisdiction and program approval requests for the full Board's consideration and action.

8. SITE REVIEWS

Reviewing Board members will be presenting completed site review reports for the full Board's consideration and action.

9. SCHOOL ACCREDITATION AUDITS

Reviewing Board members will be presenting completed program/school re-approval applications for the full Board's consideration and action.

OPEN SESSION

10. FUTURE AGENDA ITEMS

There were no future agenda items discussed.

Board of Massage
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ADJOURNMENT

There being no further business, the meeting was adjourned at 11:45 on Sunday, December 21, 2003.

Submitted by:

Approved by:

Vicki Brown, Program Manager

Rosemary Foster, LMP, Acting Chair